



City of Culver City

Mike Balkman Council
Chambers
9770 Culver Blvd.
Culver City, CA 90232

Staff Report

File #: 20-670, **Version:** 1

Item #: A-1.

CC - (1) Adoption of a Resolution Establishing an Equity and Human Relations Advisory Committee; and (2) Direction to the City Manager as Deemed Appropriate

Meeting Date: January 27, 2020

Contact Person/Dept: Serena Wright-Black/Administrative Services
Lisa Vidra /City Attorney's Office

Phone Number: (310) 253-5640

Fiscal Impact: Yes ☒ No ☐

General Fund: Yes ☒ No ☐

Public Hearing: ☐

Action Item: ☒

Attachments: Yes ☒ No ☐

Commission Action Required: Yes ☐ No ☒ **Date:**

Public Notification: (E-Mail) Meetings and Agendas - City Council (01/22/20)

Department Approval: Serena Wright-Black, Assistant City Manager (01/22/20)

RECOMMENDATION

The City Council Equity Subcommittee recommends the City Council (1) adopt a resolution establishing an Equity and Human Relations Advisory Committee; and (2) provide other direction to the City Manager as deemed appropriate.

BACKGROUND

On November 12, 2018, City Council received a request from a Culver City community work group ("Work Group") to consider forming a standalone Human Relations Committee ("Committee"). The Work Group recommended that a Committee be created and empowered to encourage and improve intergroup relations, and reduce prejudice, discrimination and inequity.

On January 28, 2019, City Council discussed the concept of establishing a Human Relations Commission and authorized the City Council Ad Hoc Equity Subcommittee ("Subcommittee") to further explore the creation of such commission, including the potential resources that would be needed.

On October 28, 2019, City Council considered a recommendation of the Subcommittee to establish an Equity and Human Relations Commission or Committee. Staff was directed to prepare and bring back a resolution to establish an Equity and Human Relations Committee.

DISCUSSION

The Subcommittee is recommending the City Council adopt a resolution establishing an Equity and Human Relations Advisory Committee (EHRAC) and that the body be operative effective July 1, 2020. As detailed in the proposed Resolution and EHRAC bylaws, the EHRAC will be comprised of nine members as follows: seven will be at large members, one will be a labor representative from the City's recognized bargaining units and one member will fill a designated youth seat. The EHRAC will be responsible for advising the City Council and City Manager on policies, programs and activities that promote positive human relations and equitable outcomes for all community members and reduce discrimination and intercultural tension. Some specific tasks and responsibilities are likely to include:

- Hold community conversations on matters pertaining to discrimination, diversity, equity, inclusion, and cultural competency;
- Identify, track and report on existing and emerging related issues stemming from complaints from residents and visitors concerning interactions with City employees, elected and appointed officials, City contractors and City volunteers, and recommend related policies to City Council as appropriate; and
- Assist the general public by providing information regarding the appropriate process to file a complaint concerning perceived discriminatory interactions between City employees and the public.

Should City Council adopt a resolution establishing an Equity and Human Relations Advisory Committee, it is anticipated that the EHRAC members will be appointed by City Council during the regular Commission, Board, and Committee appointments that occur annually in May/June. Applications for appointments will be accepted beginning April 2020 and the newly appointed members would be seated effective July 1, 2020.

FISCAL ANALYSIS

The following are estimated costs and resources related to the creation of an Equity and Human Relations Advisory Committee. It is anticipated that staff from Human Resources and the City Attorney's Offices will provide support to the EHRAC. More staff hours may be needed initially as the EHRAC is establishing its workplan.

Staff support: 10 - 20 hours per month
Training*: up to \$3,000 annually
EHRAC Activities and misc. expenses**: up to \$5,000 annually

* Specific training related to commissions supporting anti-bias, discrimination, diversity, equity and inclusion programs.

** Estimate includes facilitators for community conversations, speakers, membership fees, and other related incidental expenses.

A budget amendment is not required at this time. If City Council adopts the Resolution establishing an Equity and Human Relations Advisory Committee, a budget request will be brought forward for consideration and approval during the normal annual budget cycle.

ATTACHMENTS

1. 2020-01-27_ATT - Proposed Resolution

MOTION

That the City Council:

1. Adopt a resolution establishing an Equity and Human Relations Advisory Committee; and
2. Provide direction to the City Manager as deemed appropriate.